

11 January 1957

MEMORANDUM FOR: DD/I (Admin)
25X1A9a

ATTENTION:

Mr. [REDACTED]

FROM:

Deputy Assistant Director for Basic Intelligence

SUBJECT:

Proposed Regulation No. 5-400; Reporting of
Conversations

1. As discussed with you in our telephone conversation of this date, I feel that the first sentence in Paragraph 1. a. of proposed Regulation No. 5-400 is much broader than was intended. For example, it could be interpreted as requiring a Memorandum of Conversation on each of the several hundred conversations held each month between officials of OBI and persons from outside the Agency in connection with NIS matters. This example is farfetched, I know, but you do run into some strange interpretations at times.

2. To carry out what I believe was intended I suggest that the first sentence indicate the type of conversation which is to be reported on form No. 1132, somewhat as follows:

"Form No. 1132, Memorandum of Conversation (figure 1) shall be used in lieu of the Memorandum for the Record format in reporting conversations between Agency Officials and persons from other agencies which may determine or affect policy of the Agency, except when a conversation is reported as part of the minutes of a meeting."

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[REDACTED]

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DAD/BI: [REDACTED]:nh